



Brown v. Board of Education SCHOLARSHIP COMMITTEE

Policy for Electronic Meetings Held under § 2.2-3708.3 of the Code of Virginia

This policy shall apply to the entire membership of the Brown v. Board of Education Scholarship Committee (the Committee) and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting. Whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Committee to be physically assembled at the primary or central meeting location.

Members will inform Council staff when they wish to use remote participation or if they wish for the Council to convene an all-virtual public meeting. Staff then will inform the chair of the Council of the member's request. Requests for remote participation or to convene an all-virtual public meeting shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a member's participation from a remote location is challenged, then the Council shall vote whether to allow such participation. If the Council votes to disapprove of the member's participation because such participation would violate this policy, such disapproval will be recorded in the minutes with specificity

I. Remote Participation by an Individual Member of the Committee

- A. It is the policy of the Committee that individual members may participate in meetings of the Committee by electronic communication as permitted by § 2.2-3708.3 of the Code of Virginia.
- B. When such individual participation is due to a personal matter, such participation is limited by law to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

II. All Virtual Public Meetings

- A. It is the policy of the Committee that the Committee may hold all-virtual public meetings pursuant to subsections C and D of § 2.2-3708.3.
- B. Such all-virtual public meetings are limited by law to two meetings per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.
- C. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual public meeting.

III. Minutes Requirements

- A. The request for remote participation or that the Committee conduct an all-virtual

public meeting shall be recorded in the minutes of the meeting.

- B. The minutes shall include other information as required by §§ 2.2-3707 and 2.2-3708.3 depending on the type of remote participation or all-virtual public meeting.

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